



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

October 31, 2014

Savanna Lange
342 12th Ave. SW.
Cedar Rapids, IA 52404

Dear Savanna,

This letter is in regards to the October 29, 2014 compliance check of your Level B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

On October 21, 2014 met with this provider to discuss a complaint. During the interview provider stated there was an incident where she left her purse on the kitchen table after returning from a trip with the daycare kids. She placed the purse there while she settled the children in to the home. She stated there was a loaded handgun in her purse at that time and that she forgot to zip the middle portion of her purse. The purse was accessible to the daycare children.

Provider reported she takes the loaded gun with her in her purse whenever she takes the day care children out into the community.

A can fully of cigarette butts was observed on the front porch. This is an area accessible to children. The bedroom being used for childcare have a cage with guinea pigs which did not have a cover. There was bedding from the bottom of the cage strewn on the floor. This bedding likely contains waste products from the guinea pigs is accessible to children.

The outdoor play area had several items that would be considered hazardous to children.

☐ 110.5(1) h- A safe outdoor play area is maintained in good condition throughout the year.

During a complaint visit on October 21, 2014 there was a wheelbarrow in the outdoor play area and several large pieces of a tree trunk that would be considered a fall hazard, a plastic bin that was cracked and broken with sharp edges, and a plastic sandbox with water and debris accessible to children. On this date provider signed a corrective action safety plan agreeing not to use the outdoor play area until these hazards were removed.

During spot check on October 29, 2014 DHS social worker Dale Garlinghouse observed a box on the back of the house with wires exposed due to the cover hanging to the side. These wires were accessible to a child.

Provider states the children have not use the outdoor play area since the visit on October 21, 2014.

☐ 110.5(1) o- Nonsmoking signs posted at every entrance of the home and in every vehicle used to transport children. Signs include telephone # for reporting complaints, and www.iowasmokefreeair.gov.

During the complaint visit on October 21, 2014 this provider did not have a No Smoking sign posted in the vehicle she uses to transport children. She reported there had been one in there and agreed to put one in the vehicle.

On the compliance visit on October 29, 2014 DHS social worker Dale Garlinghouse observed the vehicle and there was not a No Smoking sign posted. Provider transported children earlier today in this vehicle.

☐ 110.5(2) A provider file is maintained and contains:

☐ 110.5(2) a- A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every three years.

After reviewing the provider file it was determined the physicals for Savanna and her husband were not up to date.

☐ 110.5(2) c - An individual file is maintained for each staff assistant and contains:

☐ 110.5(2) c - A completed DHS Criminal History Record Check, form B, 595-1396

☐ 110.5(2) c- A completed Request for Child Abuse Information, form 470-0643

Provider reports she has been using Jamie and her husband Ryan as assistant's. She did not have a file for Jamie and there has not been any record checks or fingerprinting done for her. Additional information will be included in the complaint report.

☐ 110.5(2) c- A physician's signed statement of health and immunization status at the time of employment and at least every three years thereafter.

Provider did not have this information for assistant Jamie and the physical for Ryan was outdated.

☐ 110.5(2) c- Certification of two hours of approved training relating to identification and reporting of child abuse within 6 months of employment and repeated every 5 years.

Reminded this provider that her husband Ryan will need to have this training completed six months from his start date of 7/29/14.

☐ 110.5(2) d- An individual file is maintained for each substitute and contains:

☐ 110.5(2) d- A completed DHS Criminal History Record Check, form B, 595-1396.

☐ 110.5(2) d- A completed Request for Child Abuse Information, form 470-0643

Provider reports she has been using Jamie and her husband Ryan as substitutes. She did not have a file for Jamie and there has not been any record checks or fingerprinting done for her. Additional information will be

included in the complaint report.

110.5(2)d A physician's signed statement of health of at the time of employment and at least every three years thereafter.

Provider did not have this information for Jamie and the physical for Ryan was outdated.

☐ 110.5(2)d Certification of two hours of approved training relating to identification and reporting of child abuse within 6 months of employment and repeated every 5 years.

☐ 110.5(2)d Certification in infant and child first aid that includes mouth-to-mouth resuscitation. If they are unable to locate first aid training that includes mouth-to-mouth resuscitation, they must complete both a first aid course and CPR.

Reminded this provider that her husband Ryan will need to have these training's completed six months from his start date of 7/29/14.

☐ 110.5(8) Children's Files

☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

☐ 110.5(8) d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

Did not find an initial physical in any preschool-aged children's files.

☐ 110.5(8) d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian.

Did not find a statement of health status signed by the parent files for child J or child E

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

Did not find a physical in the file for child S Did not find a physical in the file for child S

☐ 110.5(8)e For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of admission physical.

Did not find an annual statement of health condition signed by a parent or legal guardian in the files for child K or child E

☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

Did not find this information in the files for child N in school aged child J,

child E.

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

Did not find this information in the files for child S and child N

☐ 110.5(8)i Written permission from the parent(s) for their child to attend activities away from the child development home. It must include times of arrival and departure, destination, and person(s) responsible for the child.

During visit on 10/21/14 it was determined this provider did not have written permission to transport children to and from school.

On this date provider showed me the form she is not using for this signed by parents. This item is now in compliance.

☐ 110.5(9) The provider meets the following requirements:

☐ 110.5(9)c Gives consistent, dependable care.

Continuing to gather information to determine compliance for this requirement.

The complaint report will have additional information regarding this requirement.

☐ 110.5(10) Substitutes

☐ 110.5(10)a All standards regarding supervision and care of children apply to substitutes.

Provider has been using her sister Jamie as a substitute when she has not been approved by DHS to be used in that role. She does not have record checks completed or fingerprinting done for the substitute.

☐ 110.5(10)d Use of a substitute is limited to: No more than 25 hours per month. An additional period of up to two weeks in a 12-month period.

☐ 110.5(10)e The provider maintains a written record of the number of hours substitute care is provided, including the date and the name of the substitute.

Provider does not have a written record of the number of hours substitute care has been provided. As a result there is no way of verifying how many hours of substitute care is being used per month.

☐ 110.9(1) SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME CATEGORY "B"

☐ 110.9(3) Facility requirements

☐ 110.9(3)a There is a minimum of 35 square feet of child use floor space indoors for each child in care.

Provider is currently only using the living room/dining room area for child care. It measures 236 sq. feet which is enough space for six children. Provider signed an agreement she will not provide care to more than six children until the bedroom has been approved by DHS to be used for child care. If it gets approved this provider would have enough space for 2-3 additional children.

☐ 110.10(3)c If the second story or basement are used for childcare, other than the use of a restroom, there is, in addition to one inside stairway, at least one direct exit to the outside.

If a basement window is used as an exit, the window is openable from the inside without the use of tools.

Unable to determine at this time. Provider shared she uses the second floor for child care and lets the school aged children play upstairs with her daughter. When informed she was out of compliance for using the second floor as a category B due to not having second exit she explained she will use the upstairs while she was a category A. Due to not having the date she discontinued using the second floor in relation to when she was approved to be a category B provider I am unable to determine compliance.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration.

Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur after the 45 day time period has elapsed.

Please do not hesitate to contact me at DHS at 319/892 – 6803 if you have any questions regarding this letter.

Sincerely,

Social Worker II

Social Work Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at Jill McKeen 855/244 – 5301.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://dhs.iowa.gov/sites/default/files/CC_Professional_Development.pdf and you can sign up for training at <http://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).